



North Carolina Department of Health and Human Services

2001 Mail Service Center • Raleigh, North Carolina 27699-2001

Tel 919-733-4534 • Fax 919-715-4645

Michael F. Easley, Governor

Carmen Hooker Odom, Secretary

October 2, 2006

MEMORANDUM

TO: DHHS Division and Office Directors
FROM: Carmen Hooker Odom
RE: IT Governance Committee

As stated in my memorandum dated August 24, 2006, I am establishing an IT Governance Committee. This committee will be responsible for reviewing and approving IT requests submitted by DHHS Divisions and Offices that meet the criteria and/or thresholds established by the committee chair. Additionally, the committee will prioritize IT requests according to funding limitations based on criticality to DHHS mission and goals as well as review and approve significant changes to IT initiatives.

The DHHS Deputy Secretary will serve as the IT Governance Committee chair. Committee membership shall also include the following:

- Sherry Bradsher, Division of Social Services, Director
- Leah Devlin, Division of Public Health, Director
- L. Allen Dobson, Jr., Division of Medical Assistance, Director
- Rob Kindsvatter, Division of Child Development, Director
- Laketha Miller, DHHS Controller
- Michael Moseley, Division of Mental Health, Developmental Disabilities, and Substance Abuse Services, Director
- Jim Slate, Division of Budget and Analysis, Director
- Karen Tomczak, Division of Information Resource Management, Director
- Sandra Trivett, Office of Policy and Planning, Director
- Jackie Sheppard, DHHS Assistant Secretary for Long-Term Care and Family Services

Committee membership is to be comprised of senior business leaders throughout the Department. If for some reason a member is unable to commit to participation in the IT Governance Committee, it is important that he/she designate another senior level business leader from within their Division/Office.

Staff from the Division of Budget and Analysis and the Division of Information Resource Management will provide support as necessary to this committee as it establishes processes and templates related to IT request development, review and approval.

Thank you in advance for your support and assistance as we establish a standardized process for reviewing and approving IT requests across the Department.

cc: Dan Stewart, DHHS Deputy Secretary
L. Allen Dobson, Jr., DHHS Assistant Secretary for Health Policy and Medical Assistance
Jackie Sheppard, DHHS Assistant Secretary for Long-Term Care and Family Services
DHHS Budget Analysts

